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AGENDA FOR DDA QUARTERLIES

	<u>Date</u>	<u>SUBJECT</u>	<u>PRESENTER</u>
25X1	<u>1st Qtr FY 84</u>		
	2 Feb 84	DDA's "Quality of Life" Personnel Exchange Program with OF and NSA	
25X1		<div></div> Establish Overseas Personal Computer Capability Resolve Issues of Agency Take- over of M&O of HQS Bldg.	
	<u>2nd Qtr FY 84</u>		
	18 Apr 84	Develop Professionalism Program within OL for both Blue & White Collar Workers Resolve Issues Related to Agency Taking over HQS M&O in FY 85 Strengthen & Expand Personnel Management Support in OL	
25X1		<div></div> Implement the DDA's Quality of Life Program	

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AGENDA FOR DDA QUARTERLIES (Continued)

<u>Date</u>	<u>SUBJECT</u>	<u>PRESENTER</u>
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3rd Qtr FY 84

25 Jul 84 Complete Basic Operational Capability of the Digital Prepress System

Implement the DDA's "Quality of Life Program"

Establish Overseas Personal Computer Capabilities

Implement Corrective Action to Customer Surveys in HOME

Resolve Issues of Agency Take-over of M&O HQS Facilities from GSA

Report on OL Activities Aimed at Providing Information/Education for Agency Emp.

4th Qtr FY 84

30 Nov 84 Develop Formalized "Professionalism" Program Within OL -
Logistics Management Development Program

Wrap-Up of the DDA's "Quality of Life Program"

Agency Takeover of M&O of HQS Facility from GSA

Implement Corrective Action to Problems Uncovered in the P&PD Customer-Service Questionnaire

Significant OL Accomplishments for FY 84

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undtd	Agenda w/milestone charts	3
28 Feb	MFR fm DA Mgt Stf: summary of Qtrly	4
	<u>2nd Qtr FY 84</u>	
26 Mar 84	Recommended Objectives for Qtrly	1
30 Mar	C/IMSS memo fwding agenda and Directorate- and Office-level MBOs	2
undtd	Agenda w/milestone charts	3
5 Jun	MFR fm DA Mgt Stf: summary of Qtrly	4
	<u>3rd Qtr FY 84</u>	
6 Jun 84	DDA memo, subj: "Briefings, Displays, and Publications for Employees"	1
12 Jun	C/IMSS memo to OL stfs/divs, same subj as #1 (w/replies)	2
undtd	C/IMSS routing sheet to D/L attaching list compiled in response to #1	3
19 Jun	Recommended topics	4
3 Jul	C/IMSS memo fwding agenda and Directorate- and Office-Level MBOs	5
16 Jul	Final agenda w/milestone charts	6
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